

Work Group: KEN IT Coordination Committee

Date	11/01/06	Time	3:00pm
Facilitator	K. Ann Riggs	Scribe	Teresa Tackett
Location	9th floor Conf. Rm. Capital Plaza Tower	Call-In #	

Agency / Attendees / Role

Educ.	Ann Riggs	Committee Member
ConnectKY	Heather Gale (on behalf of Brian Mefford)	Committee Member
CPE	Allen Lind	Committee Member
KDE	Phil Coleman (on behalf of David Couch)	Committee Member
KDE	Tim Sizemore	Chairperson, Application Subcommittee
CPE	Miko Pattie	Chairperson, Application Subcommittee
GOPM	Kathi Marshall	Guest
GOPM	Glenna Mays	Guest

Agenda/Decisions

Item:	Call to order	Decision(s)
1		
Item:	October 16th Minutes Approved	Decision(s)
2	Minutes were reviewed by members. There was a recommendation for a change to Item 6 in the minutes.	Al motioned to approve minutes, with the change, Phil 2 nd the motion. Vote was taken, no objections were heard and minutes were approved.

Item:	Subcommittee Updates	Decision(s)
3	<p><u>Network Subcommittee:</u> Tim Sizemore, Chairperson</p> <p>Tim reported that 33 orders have been submitted, as opposed to 15 they had originally anticipated by this time. The checklist/readiness survey helped determine these first 33 orders. Tim said they are still planning for the (4) online assessment sites by Dec. 15.</p> <p>Ann requested that ITCAFs include the words "pilot sites" in the justification to expedite procurement requests.</p> <p><u>Applications Subcommittee:</u> Miko Pattie, Chairperson</p> <p>Miko reported that they had representatives from UK and U of L join their applications meeting today. They reviewed the charge, and may need to make some clarifications to that.</p> <p><i>Goals.....</i></p> <ul style="list-style-type: none"> • Establish deadlines • Establish definitions of applications • Translate definitions of applications into "Raising Mary" 	<p>Miko stated these goals to be completed by next Executive Committee Meeting....</p>
Item:	Program Manager Update	Decision(s)
4	<p>The list of roles and responsibilities were approved by the IT Coordination Committee via email.</p> <p>The committee has received approval to move forward with the selection / hiring process. A request was sent to vendors and we have received (5) five resumes. Ann passed out copies of these five resumes and asked the committee members to take them home and review them and pick their top candidates to be interviewed.</p>	<p>The committee members will review resumes and pick top candidates for interviewing by the next ITC meeting on Nov. 15th, if not sooner.</p>

	The committee would like to have a chosen candidate to take to the Executive Committee for approval at a specially called executive meeting around mid December.	
Item:	KHECC Debrief	Decision(s)
5	<p>Al Lind told the group about an idea that was presented at the KHECC conference they attended in No. Ky. on Monday and Tuesday of this week. Windstream talked about a Kentucky Optical Network based on the Abilene network and how we could utilize 2 10GB lines in the higher education environment. The only effect this will have on KEN is that KDE & Post Secondary will benefit from the higher speed availability to content.</p> <p>Updates will follow.</p>	
Item:	Open Discussion	Decision(s)
6		

Other Discussions

New/Other Business – Discussions and Decisions:

Next Steps

Action Items Assigned in this Meeting:

Committee members will review resumes and select top candidates for Program Manager.

Next Meeting	Agenda Items Suggested and/or Moved Forward
	Items:
Next IT Coordination Meeting is 11/15/06	

KPID = Key Point(s) Influencing Decision (*e.g. timing, funding, access, security issues, MoU or other signatory approval needed, etc.*) will be noted as and if they apply to individual decisions.